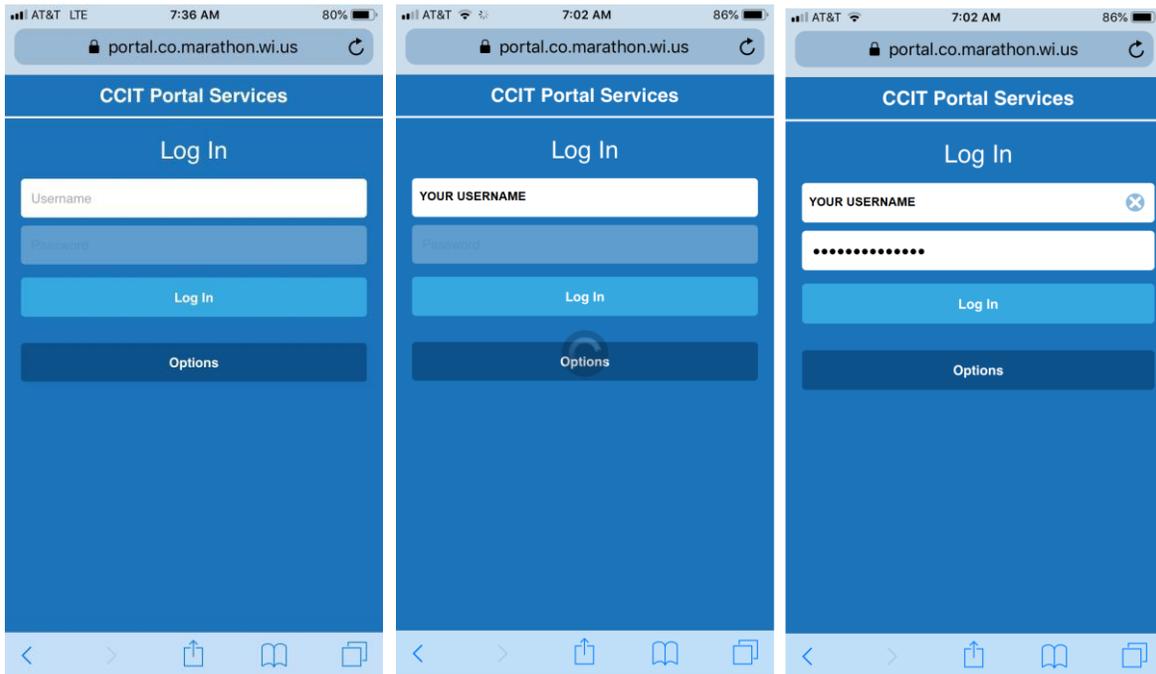


On your mobile device, navigate to [portal.co.marathon.wi.us](http://portal.co.marathon.wi.us).

You will be prompted for your Username first.

You will need to enter your Username and select Log In before you will be prompted for your password, it may take a few seconds.

Once you are prompted for your password, enter it in the Password box and tap Log In again.



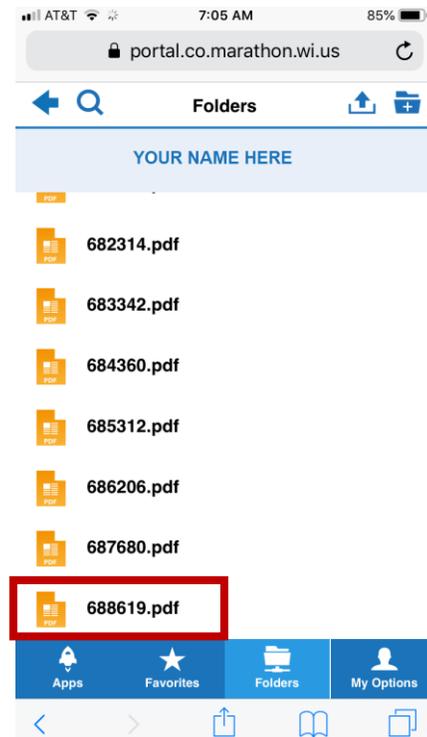
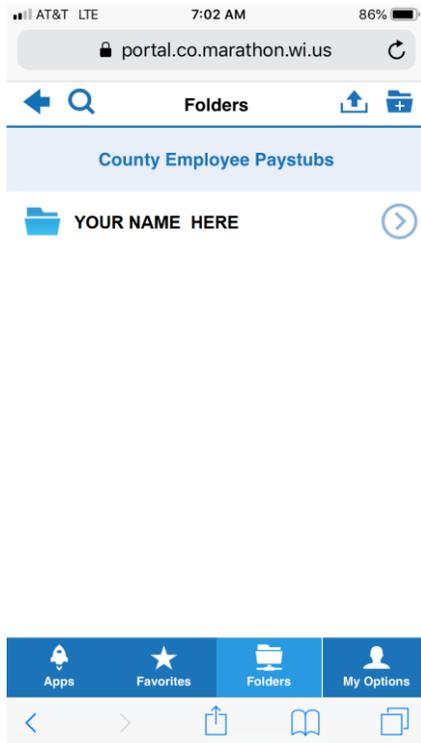
Remember: your password is only good for 90 days, if you need to reset it, you can do so by calling the CCIT Helpdesk at 261-6710 or by logging into a network computer.

Once you are in the portal you will see a number of applications, however you will need to select the Folders tab in order to access the County Employees Paystubs application

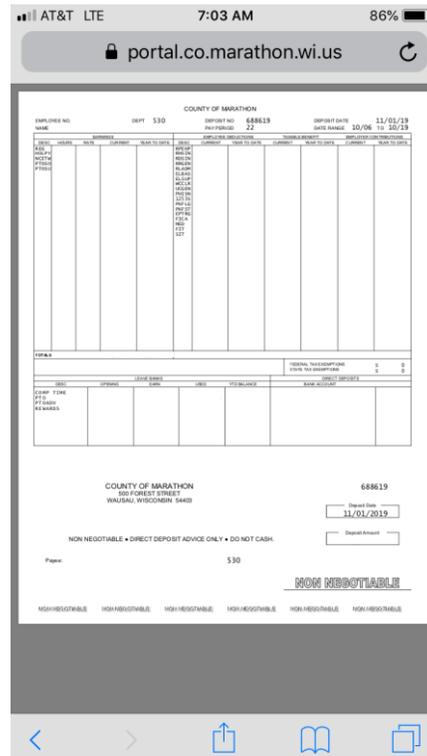
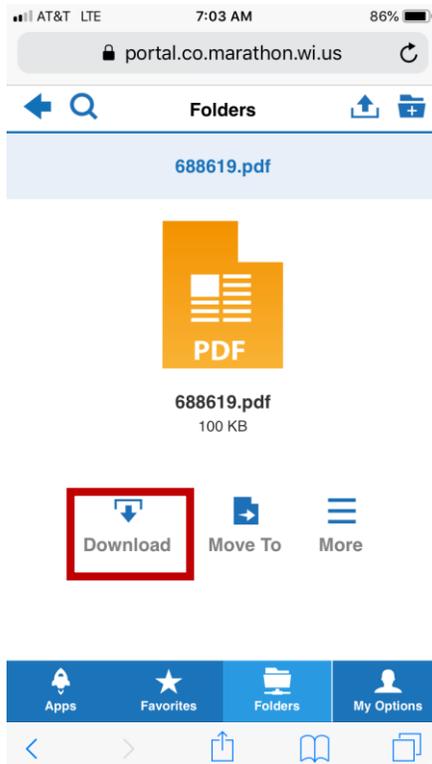


Click on the CEP folder and you will be directed to a new screen where you will see a folder with your name.

Clicking on your name will open the folder with all of your paystubs, the most current paystub will be all the way at the bottom.



Click on the paystub that you would like to view. From there you must select Download. Downloading the paystub will open it in a new tab. From there you can view your paystub



Depending on what applications you have installed on your phone, you may also have the ability to save, email, fax, or even print this document.

